

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

HR COMMITTEE MEMBERS PRESENT: Marsik, Frohling, Greshay, Duchac and Schmidt

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, October 17, 2017 at 9:00 a.m. in meeting room 4C, located on the fourth floor of the Administration Building.

ALSO PRESENT: Jim Mielke, County Administrator; Sarah Hinze, Human Resources Director; Megan Tobian, HR Specialist; Julie Kolp, Finance Director; Donna Maly, County Board Supervisor.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Hinze verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None

Motion by Frohling to approve the regular and closed session minutes of the October 3, 2017 meeting of the Human Resources and Labor Negotiations Committee. Second by Schmidt. Motion carried.

Hinze explained a request for donations of sick leave from an employee of the Physical Facilities Maintenance Department. Hinze indicated that this employee has been on extended leave of absence and has exhausted the donations previously received. Hinze indicated he will be on reduced hours and will need the donations to cover the hours he will be missing due to the reduction in hours. Hinze indicated that medical documentation has been received to support this.

Motion by Schmidt to approve the request for donations of sick leave under the established guidelines and by doing so does not establish a practice or precedent. Second by Duchac. Motion carried.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

One (1) Nutrition Site Manager	Human Services
One (1) Nutrition Site Manager	Human Services
One (1) Social Worker I, II or Sr.- LTS/APS	Human Services
One (1) Custodian II	Physical Facilities
One (1) Correctional Officer	Sheriff
One (1) Deputy Sheriff	Sheriff
One (1) Correctional Officer	Sheriff

Motion by Frohling to approve the Personnel Requisitions. Second by Duchac. Motion carried.

The Committee reviewed the Salary, Wage, and Status changes as presented.

RECLASSIFICATION Linda S. Thieme, Corporal – Jail, Sheriff, \$27.44 (shift differential), DC06, ST12A – 1st shift to 3rd shift, 11/09/2016 retro due. STEP INCREASE Peggy L. Krenz, Child Support Aide, Child Support, \$17.93, DC02, ST14B, 12/02/2017; Susan K. Kupsch, Child Support Specialist Enforcement II, Child Support, \$21.66, DC05, ST06, 11/10/2017; Paula E. Mandel, Deputy Clerk of Courts, Clerk of Courts, \$20.15, DC04, ST08A, 10/17/2017; Debra A. Weber, Administrative Assistant Finance, Finance, \$17.48, DC04, ST02, 11/28/2017; Dale Beine, Utility II/Truck Driver East, Highway, \$18.45, DC04, ST04, 10/24/2017; Christopher L. Feuerhammer, Utility II/Truck Driver West, Highway, \$18.45, DC04, ST04, 11/21/2017; William H. Uecker, County Patrolman East, Highway, \$23.31, DC04, ST14B, 10/31/2017; Bethany J. Castleberg, Insurance and Benefits Coordinator, Human Resources, \$21.52, DC06, ST02, 09/19/2017; Paula R. Becker, HSS Long Term Support, Human Services, \$29.60, DC10, ST02, 10/31/2017; Patricia Beier, Counselor II AODA/TAD, Human Services, \$21.52, DC06, ST02, 11/10/2017; Heather M. Ehrlich, Aging and Disability Specialist III, Human Services, \$23.54, DC07, ST02, 11/09/2017; Pamela J. Hupf, Administrative Secretary III–Support, Human Services, \$18.04, DC03, ST08B, 09/06/2017; Abigail K. Sauer, RN Public Health, Human Services, \$28.76, DC08, ST07A, 11/05/2017; Alyssa R. Schultz, Division Manager–Clinic Family Services, Human Services, \$41.91, DC14, ST05, 11/10/2017; Cathy L. Wiersma, Sr. Social Worker LTS/APS, Human Services, \$31.60, DC08, ST11A, 11/02/2017; Julie L. Zemke, Psychiatric Therapist II Outpatient, Human Services, \$29.11, DC09, ST04, 10/13/2017; Phillip R. McAleer, Physical Facilities Assistant Director, Physical Facilities, \$34.86, DC09, ST12A, 10/04/2017; Daniel W. Zank, Maintenance Mechanic, Physical Facilities, \$22.71, DC06, ST04, 10/17/2017; Jamie J. Beckwith, Correctional Officer, Sheriff, \$19.50, DC05, ST02, 10/03/2017; Kevin M. Kuehl, Correctional Officer, Sheriff, \$21.12, DC05, ST05, 10/23/2017; Aaron M. Potratz, Jail Sergeant, Sheriff, \$29.82, DC08, ST08B, 10/05/2017; Jodi M. Schultz, Deputy Treasurer, Treasurer, \$19.76, DC03, ST12B, 10/30/2017.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Report: None

HR Director's Report:

- a) Summary of Employee Resignations/Retirements: Hinze presented a summary of recent employee resignations.
- b) Hinze gave an update to the Committee regarding the implementation of the new flex spending benefit provider, Employee Benefits Corporation (EBC). She indicated that employee education sessions have been planned for employees to attend to learn more about the benefit.

Closed Session:

Motion by Frohling, second by Schmidt to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening in closed session for the purpose of conducting public business for, considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. The meeting is closed pursuant to Section 19.85(1)(f) of the Wisconsin Statutes. It was the consensus of the Committee to allow Supervisor Maly to attend the closed session meeting. Motion carried by unanimous vote of all members present at 9:44 a.m.

Open Session:

Motion by Greshay, second by Frohling to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 10:54 a.m.

Future Agenda Items: Elected Official salary recommendations

Future Meeting Dates: It was the consensus of the Committee to change the start time of the November 7, 2017 meet from 9:00 a.m. to 9:30 a.m. and to reschedule the November 21, 2017 regular meeting to November 28, 2017 at 9:00 a.m.

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are regular meetings on **Tuesday, November 7, 2017 at 9:30 a.m. and Tuesday, November 28, 2017 at 9:00 a.m.** which will be held in room 4C of the Administrative Building.

Meeting adjourned by order of the Chairperson at 10:58 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.

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Minutes of Closed Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors on Tuesday, October 17, 2017 in meeting room 4C, located on the fourth floor of the Administration Building.

MEMBERS PRESENT: Marsik, Frohling, Greshay, Duchac and Schmidt

MEMBERS EXCUSED: None

ALSO PRESENT: Jim Mielke, County Administrator; Sarah Hinze, Human Resources Director; Donna Maly, County Board Supervisor.

Motion by Frohling, second by Schmidt to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening in closed session for the purpose of conducting public business for, considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. The meeting is closed pursuant to Section 19.85(1)(f) of the Wisconsin Statutes. It was the consensus of the Committee to allow Supervisor Maly to attend the closed session meeting. Motion carried by unanimous vote of all members present at 9:44 a.m.

There was discussion regarding the performance of an employee.

Motion by Greshay, second by Frohling to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 10:54 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

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